

COUNTY OF FAIRFAX
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES
Stormwater Management Facilities Maintenance Assessment
Basic Ordering Agreement

Request for Qualification - Architectural/Engineering

THE COUNTY OF FAIRFAX, Virginia, Department of Public Works and Environmental Services (DPWES) is soliciting statements of qualifications from local consulting firms to provide engineering, inspection, and ancillary services to assess stormwater management (SWM) facilities on a Basic Ordering Agreement (BOA) basis. The initial agreement will be established to run for one 12-month term and may be renewable for up to four additional 12-month terms (up to 60 months total) at the County's option. Pursuant to Virginia State Code, these BOAs will have a maximum of \$5 million per year, with no individual task order exceeding \$1 million. However, this contract is not currently anticipated to exceed a total value of \$1.5 million per year in the first two years and \$2 million per year in subsequent years. This may change over time as workload becomes better defined. DPWES anticipates the award of up to two BOAs. The County intends to distribute task order assignments based on factors including but not limited to program area, geographical area, technical expertise, availability of resources, and past performance.

The scope of work is to include data collection and recordkeeping of development plans, plats, maintenance agreement research, property ownership, and field information for various SWM facilities. This information will be used to inspect the SWM facilities, prepare and dispense inspection reports, and communicate maintenance deficiencies to owners/responsible parties and to the County. It is also anticipated that the scope will include but not limited to the following:

- Research and documentation of 100 to 300 facilities annually (includes research for plans, plats, maintenance agreements, etc.);
- Inspection and facility reports of approximately 700 privately maintained facilities annually; *
- Assistance with enforcement actions on stormwater facilities;
- Inspection and facility reports of approximately 900 publicly maintained facilities annually; *
- Development of facility rehabilitation and/or retrofits plans as required;
- Provide inspection services for construction of new SWM facilities;
- Field surveying including possible emergency situations and bathymetric surveying as required;
- Provide Quality Assurance/Quality Control and project management of contracted maintenance and construction services on County maintained SWM's such as mowing, tree removal, debris and silt removal, dredging, dam structural and embankment repair, wetland plantings, and erosion and sediment control measures for existing SWM facilities;
- Development and dispensing of outreach information and maintenance reminders/standards;

- Development and conducting of training with homeowner associations, property managers, and private contractors on maintenance and operation standards for all types of SWM facilities;
- Research and/or field review of approximately 300 locations to determine if undocumented GIS features are SWM facilities;
- Support for SWM-related water quality permit (Municipal Separate Storm Sewer System - MS4) services, as required;
- Provision of on-site engineering and/or technician services on an hourly basis;
- Assistance with database management and tracking; and
- Assistance with Asset Management processes in tracking upgraded water quality features and the maintenance and repairs on SWM facilities.

** Typical stormwater facilities may include, but are not limited to: 1) State regulated dams (requires a Professional Engineer registered in Virginia); 2) Earthen dams for wet and dry ponds; 3) Infiltration trenches; 4) Underground storage; 5) Roof-top detention practices; 6) Bio-retention/bio-filtration basins (rain gardens) and other low-impact development practices.*

Major disciplines required for this project include civil engineering, geotechnical engineering, and surveying. Teams should have the ability to perform comprehensive condition inspections (including entering confined spaces and small diameter pipes), use laptop and tablet computers, GPS devices, and digital cameras for field inspections and reporting, use GIS information, perform bulk mailings, and provide consistent staff resources to the County for the purposes listed above.

All submissions must be complete and clearly demonstrate ability to provide the required services. Evaluation factors to be utilized by a Selection Advisory Committee in determining the firms to perform the required services include:

- The project team's qualifications and experience;
- The ability and experience of the firm/team to deliver work as described;
- The office location of key project staff;
- Recent and past performance history;
- Current and projected workload;
- The ability to meet time and budget requirements;
- Volume of work previously awarded by the County; and
- Public presentation and resident interaction capability.

Interested firms are required to submit eight (8) copies of statements of qualifications, including a current GSA Form 330 Part I and II, and a list of references with current address and telephone numbers for recently completed projects of a similar nature. All statements of qualifications shall be delivered no later than 4:00 p.m., local prevailing time on Friday, December 14, 2012, to Carolyn Weber, Stormwater Management Branch, Maintenance and Stormwater Management Division, 10635 West Drive, Fairfax, Virginia 22030.

The statements of qualifications shall not exceed seventy (70) 8.5" x 11" pages - that is, thirty-five (35) 8.5"x 11" sheets printed front and back, or seventy (70) 8.5" x 11" sheets printed on one side only. The GSA 330 forms are included in the seventy page maximum count. Front and back covers, cover letter, binding, section dividers/tabs, and/or index tabs are not included in the seventy page maximum count. No other additional sheets or pages are permitted and fold out pages greater than 8.5"x 11" sheet size are not permitted. Any statements of qualifications that do not conform to the submittal requirements stated above shall not be considered or evaluated for possible contract award.

All questions related to this solicitation shall only be directed to Carolyn Weber of the Maintenance and Stormwater Management Division at 703-877-2800; TTY: 711, or email at carolyn.weber@fairfaxcounty.gov.



To request this information in an alternate format, please call Debbie Blankenship, Maintenance and Stormwater Management Division, Department of Public Works and Environmental Services at 703-877-2800.